



BUILDING PERMIT APPLICATION



This application may be used in any city or county jurisdiction within the counties of:
San Francisco, San Mateo, Santa Clara,
and portions of:
Monterey, Santa Cruz, San Benito, Alameda, and Contra Costa

Date: _____
APPLICATION/PERMIT NUMBER: _____
Plan Check Number: _____
Received By: _____

Please print clearly and fill in all that apply.

PROJECT ADDRESS: _____

☐ PROPERTY OWNER

☐ TENANT

NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE #: _____ FAX#: _____

TENANT COMPANY NAME: _____

Jurisdictions may require written approval from the owner.

☐ ARCHITECT

☐ DESIGNER

☐ ENGINEER

LICENSE / REGISTRATION #: _____

NAME: _____

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE #: _____ FAX#: _____

☐ CONTRACTOR

☐ OWNER-BUILDER

LICENSE# _____ LICENSE CLASS: _____

COMPANY NAME: _____ PHONE #: _____

ADDRESS: _____ FAX#: _____

CITY/STATE/ZIP: _____ CITY BUSINESS LICENSE #: _____

LICENSED CONTRACTORS DECLARATION: I hereby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.
Date: _____ Contractor Signature : _____

OWNER-BUILDER DECLARATION: I hereby affirm under penalty of perjury that I am exempt from the Contractors License Law for the following reason (Sec. 7031.5, Business and Professions Code: Any city or county which requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for such permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors License Law (Chapter 9 commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt therefrom and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500.):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Sec. 7044, Business and Professions Code: The Contractors License Law does not apply to an owner of property who builds or improves thereon, and who does such work himself or herself or through his or her own employees, provided that such improvements are not intended or offered for sale. If however, the building or improvement is sold within one year of completion, the owner-builder will have the burden of proving that he or she did not build or improve for the purpose of sale.)

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Sec. 7044, Business and Professions Code: The Contractors License Law does not apply to an owner of property who builds or improves thereon, and who contracts for such projects with a contractor(s) licensed pursuant to the Contractors License Law.)

☐ I am exempt under Sec. _____, B.&P.C. for this reason: _____

Date: _____ Owner: _____

WORKERS' COMPENSATION DECLARATION: I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:

CARRIER: _____ POLICY# _____

(This section need not be completed if the permit is for one hundred dollars (\$100) or less.)

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

DATE: _____ APPLICANT: _____

WARNING: Failure to secure workers' compensation coverage is unlawful, and shall subject an employer to criminal penalties and civil fines up to one hundred thousand dollars (\$100,000), in addition to the cost of compensation, damages as provided for in Section 3706 of the Labor Code, interest, and attorney's fees.

CONSTRUCTION LENDING AGENCY:

☐ I hereby affirm under penalty of perjury that there is a construction lending agency for the performance of the work for which this permit is issued (Sec. 3097, Civ. C.).

Lender's Name: _____ Lender's Address: _____

☐ I certify that I have read this application and state that the above information is correct. I agree to comply with all city and county ordinances and state laws relating to building construction, and hereby authorize representatives of this county to enter upon the above-mentioned property for inspection purposes.

SIGNATURE OF APPLICANT OR AGENT: _____ DATE: _____

PLEASE PRINT NAME: _____

PERMIT APPLICATION WORKSHEET

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PLEASE PRINT CLEARLY AND FILL IN ALL THAT APPLY.

TYPE OF CONSTRUCTION: _____ OCCUPANCY: _____ ZONE: _____ SPRINKLERS ☐ YES ☐ NO

ASSESSOR'S PARCEL#: _____ MAP: _____ LOT: _____ BLOCK: _____ SUBDIVISION: _____

DESCRIPTION OF WORK: (Please fill-in and mark all that apply)

CONSTRUCTION VALUATION: \$ _____

☐ NONRESIDENTIAL ☐ RESIDENTIAL

- ☐ New Building ☐ Addition ☐ Alteration ☐ Termite/Dry Rot Repair ☐ Demolish
☐ Move Building ☐ Fire Sprinklers ☐ Sign ☐ Foundation Only ☐ Chimney Repair
☐ Tenant Improvement ☐ Swimming Pool/Spa ☐ Fire Repair ☐ Other _____

Description: _____

DESCRIPTION OF BUILDING: (Please fill-in and mark all that apply)

- ☐ Office/Bank/Professional ☐ Single Family ☐ Duplex ☐ Townhouse ☐ Condominium ☐ Apartment Building
☐ Hotel/Motel ☐ Amusement/Recreation ☐ Industrial ☐ Service Station ☐ Medical Building
☐ Restaurant ☐ Accessory Building ☐ Historical ☐ Educational /School
☐ City/County Owned ☐ Church ☐ Store ☐ Other _____

Building Area: _____ Sq.Ft. Building Height: _____ Ft. Stories: _____

EXISTING: FLOOR AREA _____ GARAGE _____ OTHER _____ # UNITS _____

PROPOSED: FLOOR AREA _____ GARAGE _____ OTHER _____ # UNITS _____

Number of Bedrooms: _____ Number of Bathrooms: _____ Total Number of Rooms: _____

Lot Size (Sq.Ft.): _____ Lot Dimension (Front/Side/Rear): _____ / _____ / _____ Coverage %: _____

Setbacks: FRONT: _____ REAR: _____ LEFT: _____ RIGHT: _____

Easements: _____ Flood Zone: _____ ALUC: _____

PROJECT CONTACT PERSON: _____ PHONE #: _____ FAX#: _____

OFFICE USE ONLY

PLAN CHECK? ☐ YES ☐ NO ☐ EXPRESS PLAN CHECK

ROUTE TO: ☐ Residential Building Plan Checker ☐ Commercial Building Plan Checker ☐ Transportation
 ☐ Planning ☐ Engineering ☐ BAAQMD
 ☐ Fire ☐ Water Department ☐ Environmental Health
 ☐ Park & Recreation ☐ Housing ☐ Other: _____
 ☐ Sewer ☐ NPDES
 ☐ Utilities

HAZARDOUS MATERIALS ☐ YES ☐ NO
 PLANNING APPROVAL ☐ YES ☐ NO
 SOILS REPORT REQUIRED ☐ YES ☐ NO
 SEWER FEES REQUIRED ☐ YES ☐ NO
 GRADING PLANS REQUIRED ☐ YES ☐ NO
 OTHER _____

SCHOOL FEES REQUIRED ☐ YES ☐ NO
 TITLE 24 CALCS. REQUIRED ☐ YES ☐ NO
 ENGINEERING CALCS. REQUIRED ☐ YES ☐ NO
 SPECIAL INSPECTION REQUIRED ☐ YES ☐ NO
 NEW CERTIFICATE OF OCCUPANCY ☐ YES ☐ NO

☐ VERIFY WORKERS COMPENSATION EXPIRATION DATE: _____